



Homeland
Security

Privacy Office, Mail Stop 0655

November 29, 2018

SENT VIA E-MAIL TO: 64497-96821709@requests.muckrock.com

J Ader
MuckRock
DEPT MR 64497
411A Highland Ave
Somerville, MA 02144

Re: **2019-HQFO-00183**

Dear Mr. Ader:

This acknowledges receipt of your Freedom of Information Act (FOIA) request to the Department of Homeland Security (DHS), dated November 28, 2018, and seeking all records, as well as documentation on products or agreements from/with Avatar Partners including, but not limited to, the following: Purchase Orders, Current and previous contracts with Avatar Partners, Requests for Proposals, Memorandum(s) of Understanding, Any privacy impact assessments, Any instructional materials or presentations, Use policies and standard operating procedures, Data retention policies, Usage policies, Any informal agreements that reference "Avatar" or otherwise guide its use or the relationship between this agency and the provider or developer of software/hardware. Your request was received in this office on November 29, 2018.

After careful review of your FOIA request, we determined that your request is too broad in scope or did not specifically identify the records which you are seeking. Records must be described in reasonably sufficient detail to enable government employees who are familiar with the subject area to locate records without placing an unreasonable burden upon the agency. For this reason, 6 C.F.R. Part 5 §5.3(b) of the DHS FOIA regulations require that you describe the records you are seeking with as much information as possible to ensure that our search can locate them with a reasonable amount of effort. Whenever possible, a request should include specific information about each record sought, such as the date, title or name, author, recipients, and subject matter of the records, if known, or the DHS component or office you believe created and/or controls the record. The FOIA does not require an agency to create new records, answer questions posed by requesters, or attempt to interpret a request that does not identify specific records.

In addition to the information provided, your request description should include the specific DHS contract numbers of interest. If such contracts exist, you may find the associated contract numbers via the Federal Procurement Data System (FPDS), which is accessible from https://www.fpds.gov/fpdsng_cms. The FPDS allows for anyone to register and access records

pertaining to all federal agency procurement actions, including the ability to run a variety of reports based on specified criteria.

Please be aware that DHS is decentralized and each DHS component has its own FOIA Officer. If detailed information on a specific contract is desired, please contact the FOIA Officer at the funding component directly with the specific contract number(s). A list of DHS disclosure contacts is available on our website from <http://www.dhs.gov/foia-contact-information>.

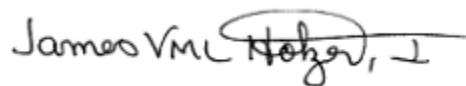
Please resubmit your revised request, containing a reasonable description of the records you are seeking, directly to the DHS component that maintains the record(s) you are seeking. You should also provide a mailing address to which DHS may respond with any responsive records, if located.

This is not a denial of your request. Upon receipt of a perfected request, you will be advised as to the status of your request. If we do not hear from you within 30 days from the date of this letter, we will assume you are no longer interested in this FOIA request, and the case will be administratively closed.

Your request has been assigned reference number **2019-HQFO-00183**. Please refer to this identifier in any future correspondence. The status of your FOIA request is now available online and can be accessed at: <https://www.dhs.gov/foia-status>, by using this FOIA request number. Status information is updated daily. Alternatively, you can download the DHS eFOIA Mobile App, the free app is available for all Apple and Android devices. With the DHS eFOIA Mobile App, you can submit FOIA requests or check the status of requests, access all of the content on the FOIA website, and receive updates anyplace, anytime.

If you have any questions, or would like to discuss this matter, please feel free to contact this office at 1-866-431-0486 or at 202-343-1743.

Sincerely,

A handwritten signature in black ink that reads "James V. Holzer, J." with a stylized flourish at the end.

James Holzer
FOIA Program Specialist